

Cora Ball

Licensed Vocational Nurse, Primary Care Float Pool

📞 (760) 555-2634 ✉ cora.ball@example.com

🌐 linkedin.com/example/coraball 📍 Oceanside, CA 92056

STRENGTHS

- 💙 **Calm Clinical Judgment**
During urgent calls, identified priority concerns, routed information clearly, and helped clinicians act with confidence.
- ⚡ **Adaptable Float Support**
Moved between clinic workflows without losing patient continuity. Colleagues relied on steady support during staffing changes.
- 💙 **Accurate Documentation**
AEHR tasks, medication records, and specimen details received careful attention. That consistency kept follow up moving smoothly.
- 💬 **Patient Centered Teaching**
Translated care instructions into clear language and materials. Patients left visits knowing what came next.
- ✅ **Quality Focus**
Quality assignments, inventories, and narcotic controls stayed organized. Small checks helped teams remain inspection ready.

SKILLS

Primary Care Ambulatory Care

Float Pool

Medication Administration

Patient Education

AEHR Documentation

Telephone Triage Authorizations

Procedure Scheduling

Infection Control

Quality Assurance Narcotic Control

Inventory Management

SUMMARY

California **Licensed Vocational Nurse** with seven years of progressive ambulatory and primary care experience across multisite clinical operations. Provides safe **medication administration**, procedure preparation, patient education, telephone triage support, infection control, specimen handling, and accurate AEHR documentation within LVN scope of practice. Supports physicians and clinical teams through float coverage, patient flow coordination, schedule management, authorizations, procedure scheduling, front desk problem resolution, and responsive customer service. Uses sound nursing judgment to recognize urgent concerns, route information appropriately, and respond calmly during emergency situations. Maintains clinical equipment, supplies, narcotic controls, inventory records, quality assignments, and insurance workflows. Active **California LVN license**, BLS, ACLS, and **IV Certification** support dependable care across changing ambulatory assignments and diverse patient populations.

EXPERIENCE

Senior Licensed Vocational Nurse, Float Pool

Pacific Horizon Primary Care 📅 February 2023 - Present 📍 Oceanside, CA

Lead float coverage across primary care clinics, supporting physicians, patients, and clinical staff through changing assignments. Coordinate clinical workflows, medication administration, procedure preparation, **telephone triage**, documentation, quality work, supplies, and narcotic accountability while serving as a resource for newer team members.

- Provided **float coverage** across **primary care** clinics, preserving patient continuity during changing staffing needs.
- Administered ordered medications with two identifiers and documented administration accurately in **AEHR** systems.
- Prepared patients, verified consent, and labeled specimens carefully before examinations and procedures.
- Triage telephone concerns, routed urgent information, and documented physician directed patient instructions.
- Monitored **patient flow**, schedules, reports, and tasks while reprioritizing urgent clinical needs.
- Supported **Quality Assurance** assignments, narcotic inventories, inspections, and supply controls as a peer resource.

Licensed Vocational Nurse, Primary Care

Seaside Family Medicine 📅 May 2020 - January 2023 📍 Encinitas, CA

Delivered ambulatory nursing care for adult and pediatric **primary care** visits. Balanced rooming, medications, procedure support, education, telephone follow up, authorizations, scheduling, front desk coordination, **infection control**, supplies, and equipment readiness during busy clinic operations.

- Supported adult and pediatric visits through rooming, medications, procedures, and **patient education**.
- Applied **universal precautions** during testing, treatment, specimen handling, and routine clinical procedures.
- Managed physician directed messages and follow up calls, documenting outcomes in electronic records.
- Entered referrals and **authorizations** while coordinating procedure schedules before planned services.
- Resolved scheduling and telephone issues with front desk teams during peak clinic demand.
- Maintained supplies and equipment readiness through inventories and resource conscious daily use.

Clinical Equipment

Front Desk Support

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Senior Licensed Vocational Nurse, Float Pool at Pacific Horizon Primary Care (3.7 Years)

● Licensed Vocational Nurse, Primary Care at Seaside Family Medicine (2.7 Years)

● Licensed Vocational Nurse, Outpatient Care at Canyon Grove Medical Associates (9 Months)

● Licensed Vocational Nurse, Specialty Clinic at Mission Valley Specialty Clinic (1 Years)

Licensed Vocational Nurse, Outpatient Care

Canyon Grove Medical Associates 📅 July 2019 - April 2020 📍 San Marcos, CA

Supported a high volume outpatient team through patient preparation, clinical information gathering, **medication administration**, education, emergency response, electronic documentation, and coordination of insurance and scheduling workflows. Built dependable judgment across daily ambulatory operations.

- Prepared patients for examinations, collected pertinent information, and communicated findings to clinicians.
- Administered medications under written orders and documented care within established clinical protocols.
- Provided individualized teaching on care plans, medications, and follow up needs.
- Activated **emergency procedures** calmly and delivered concise patient information to clinicians.
- Completed electronic task queues within timelines through accurate keyboard entry and proofreading.
- Applied **insurance**, utilization, scheduling, and equipment knowledge during daily ambulatory practice.

Licensed Vocational Nurse, Specialty Clinic

Mission Valley Specialty Clinic 📅 June 2018 - June 2019 📍 San Diego, CA

Delivered outpatient specialty nursing support while building proficiency in patient preparation, clinical documentation, procedure room readiness, telephone messages, scheduling follow up, infection control, and collaborative service for patients, physicians, and administrative staff.

- Prepared patients, collected histories, and routed clinician review items through established protocols.
- Prepared procedure rooms and equipment while maintaining supplies and specimen handling standards.
- Applied **universal precautions** and **infection control** requirements during every patient encounter.
- Managed electronic tasks, **telephone messages**, and scheduling follow up with timely documentation.
- Supported patients, physicians, clinical staff, and administrative teams during busy clinic sessions.

PROJECTS

Ambulatory Quality Improvement Support 📅 2025

Supported clinical quality assignments, documentation standards, site readiness, and workflow review across primary care operations. Work connected daily nursing practice with consistent compliance and patient service.

Multisite Float Coverage Program 📅 2024

Provided nursing coverage across changing primary care assignments, adapting patient flow, physician support, documentation, supplies, and communication practices for each clinic.

LEADERSHIP & AWARDS

- LVN Peer Resource, Pacific Horizon Primary Care, 2024 to Present
- Ambulatory Quality Improvement Contributor, Pacific Horizon Primary Care, 2025 to Present
- Clinical Resource Recognition for supporting newer nursing team members, 2024

EDUCATION

Diploma in Vocational Nursing

Palomar College 🎓 GPA: 4.0 📅 2018 📍 San Marcos, CA

Coursework: Primary care nursing, pharmacology, infection control, clinical procedures

CERTIFICATIONS

- Licensed Vocational Nurse, California 📅 2026
- Basic Life Support for Healthcare Professional, American Heart Association 📅 2026
- Advanced Cardiac Life Support, American Heart Association 📅 2026

- IV Certification 📅 2026

TECHNICAL SKILLS

- **Nursing Practice:** LVN scope, primary care, ambulatory care
- **Medication Safety:** Medication administration, two identifiers, medication verification
- **Clinical Procedures:** Patient preparation, consent, biopsy labeling
- **Electronic Records:** AEHR, electronic task queues, clinical documentation
- **Clinic Systems:** OCM, IDX, Information Systems applications
- **Telephone Operations:** Telephone triage, message management, physician callbacks
- **Scheduling Systems:** Authorizations, procedure scheduling, surgery scheduling
- **Infection Prevention:** Universal precautions, infection control, specimen handling
- **Quality Programs:** Quality Assurance, compliance initiatives, competency testing
- **Medication Control:** Narcotic control, key management, prescription reconciliation
- **Clinical Equipment:** Clinical equipment, procedure rooms, equipment readiness
- **Administrative Workflows:** Insurance, utilization review, front desk support

PROFESSIONAL AFFILIATIONS

- California Board of Vocational Nursing and Psychiatric Technicians, Active LVN License
- American Heart Association, Healthcare Provider Education Participant
- Primary Care Nursing Float Pool, Clinical Peer Resource

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST